



Safeguarding Children Policy and Procedure

Contents

1 Introduction.....	2
2 Legislative Frameworks underlying our work with children and young people.....	2
Working Together to Safeguard Children 2018	3
The Children and Social Work Act 2017	3
Care Act 2014	3
The Children’s Act 1989	3
The Children’s Act 2004	4
The Sexual Offences Act 2003	5
Common Assessment Framework (CAF)	5
The Safeguarding Vulnerable Groups Act 2006	5
3. Definition - What is Child Abuse?.....	6
4. Child Safeguarding Procedures.....	6
4a Recruitment of Trustees.....	6
4b Recruitment of staff and volunteers	6
4c The Safeguarding Lead Responsibilities	7
4d Training for staff, volunteers and the Board of Trustees	7
4e Staff support, supervision, and staff meetings	7
4f Reporting Procedure – what to do if you suspect a child is being abused	8
4g Making a Referral	9
4h GCG referral procedures:	10
4i Serious Case Reviews	11
4j Allegations against staff	11
5. Data Protection.....	13
6. Designated Safeguarding Leads.....	13
Appendix 1 - Process Chart.....	16
Appendix 2 - Definitions.....	17
Appendix 3 - Glossary of Child Protection Terms.....	18
Appendix 4 - Training Plan.....	22

1 Introduction

This policy is designed to inform and offer guidance to staff, Trustees, and volunteers of Gamesley Community Group [GCG] in the management of issues relating to protecting, safeguarding and promoting the welfare of children/young people. Most children that we see and work with will not be subject to abuse, however we need to also be alert to the possibility that some may be at risk of or experiencing abuse. Our reactions should be proportionate and place the child / young person at the centre of our concerns.

The policy is for children and young people up to the age of 18 years. There is a separate policy for safeguarding adults. Whilst we are not a statutory childcare organisation (the police, Children's Social Care and the NSPCC are the only agencies with statutory powers) all staff, students, and volunteers, have an obligation and responsibility to be aware of and act upon concerns about the protection, safeguarding and welfare of the children/young people we work with.

This policy will be updated and reviewed at least annually.

Failure to comply with this policy will be considered a disciplinary offence.

The UN Convention on the Rights of the Child Article 19 states that every child should be protected from abuse.

Abuse can take place in situations where adults can misuse the positions of trust and power they have over children. Opportunities for abuse can be reduced by making children aware of their rights, ensuring that they are involved as far as possible in decision-making, and taking their views and grievances seriously.

It is important to consider the individual needs of children and young people. Those who are different or are perceived to be different in any way may be vulnerable to abuse, including those for example from different countries, communities, religions, cultures, whose first language is not English or those with disabilities. Specific consideration needs to be given to this aspect of our work and the way in which we ensure that all children and young people are suitably protected.

GCG's work with children is focused on youth clubs and sporting activities, which means we do not have insight into the home environment and many of the children are supported through their school. However, staff and volunteers still need advice and training to provide support and to protect and safeguard such children and young people.

It is impossible within the confines of one policy to offer guidance on specific issues of practice. What needs to be stressed however is:

- The protection and safeguarding of children/young people is paramount in the work that we do;
- Always ask for advice if you feel unsure about a situation or something does not quite feel right. Do not hesitate to consult with your supervisor or line manager;
- The availability of ongoing, up to date child protection training is a priority.

2 Legislative Frameworks underlying our work with children and young people

There are a number of key pieces of legislation, which set out the framework for all agencies working with children. These are:

Working Together to Safeguard Children 2018

(replaces Working Together to Safeguard Children (2015))

- the legislative requirements placed on individual services
- a framework for the three local safeguarding partners (the local authority; a clinical commissioning group for an area, any part of which falls within the local authority; and the chief officer of police for a police area, any part of which falls within the local authority area) to make arrangements to work together to safeguard and promote the welfare of local children including identifying and responding to their needs
- the framework for the two child death review partners (the local authority and any clinical commissioning group for an area, any part of which falls within the local authority) to make arrangements to review all deaths of children normally resident in the local area, and if they consider it appropriate, for those not normally resident in the area.

The Children and Social Work Act 2017

It includes provision for local safeguarding arrangements to replace LSCBs; proposals for local and national practice learning reviews to replace SCRs and reforming CDOP; important proposals on social work regulation, care leavers; the statutory inclusion of PHSE in schools and other measures.

Care Act 2014

The Care Act brought about the Local Safeguarding Adults Boards and can be found at www.legislation.gov.uk

The Children's Act 1989

This Act is the foundation on which the protection of children is based. Of paramount importance throughout is the 'welfare of the child'. In essence this means that the need to protect children comes before everything else and this principle needs to be at the forefront of all of our work. This may at times cause problems and raise questions for staff, volunteers, or students on placement. However, the principle remains that the protection of children from abuse is paramount.

The salient points of the Act, which staff and volunteers need to be familiar with, are:

Section 17:

(1) It shall be the general duty of every local authority:

(a) To safeguard and promote the welfare of children within their area who are in need; and

(b) So far as is consistent with that duty, to promote the upbringing of such children by their families, by providing a range and level of services appropriate to those children's needs.

Section 20:

(1) Every local authority shall provide accommodation for any child in need within their area who appears to them to require accommodation as a result of:

- (a) There being no person who has parental responsibility for them;
- (b) being lost or having been abandoned;
- (c) The person who has been caring for them being prevented (whether or not permanently, and for whatever reason) from providing them with suitable accommodation or care.

Section 47:

(1) Where a local authority:

(a) is informed that a child who lives, or is found, in their area is the subject of an emergency protection order, or is in police protection; or

(b) has a reasonable cause to suspect that a child who lives, or is found, in their area is suffering, or is likely to suffer significant harm, the authority shall make, or cause to be made, such enquiries, as they consider necessary to enable them to decide whether they should take any action to safeguard or promote the child's welfare.

The Children Act 2004

The Children Act, 2004 was a direct result of the findings by Lord Laming into the death of Victoria Climbié.

The salient points of the Act which staff, students and volunteers need to know are:

Section 10 of the Act embodies:

(a) the need for co-operation between local authorities and all agencies working with children to improve their well-being.

(b) the duty of local authorities to take account of the views, wishes and feelings of children and young people involved in child protection investigations and when providing services to children in need.

Section 11 of the Act states that:

(a) each person and body to whom this section applies (this includes Local Authorities, the NHS and the police) must make arrangements for ensuring that their functions are discharged having regard to the need to safeguard and promote the welfare of children; and

(b) any services provided by another person pursuant to arrangements made by the person or body in the discharge of their functions are provided having regard to that need (this would include voluntary agencies).

The Sexual Offences Act 2003

The Sexual Offences Act came into force on 1 May 2004. The Act is split into two parts, the first devoted to sexual offences, creating new offences and widening the scope of existing ones, and the second covering offenders, with an emphasis on the protection of vulnerable individuals.

The Act makes changes to the following:

- Rape and Consent
- Child Sex Abuse
- Prosecutions of persons under 18
- How the law affects those who advise children
- Abusive parents and carers
- Sexual Offences involving the Internet and 'grooming'
- Monitoring convicted sex offenders

There are a series of offences and protections under the Act, which include:

Trafficking persons for the purposes of sexual exploitation; the prevention of children being abused through prostitution and pornography; the protection of vulnerable adults with a mental disorder from sexual abuse and a new offence of voyeurism.

Common Assessment Framework (CAF)

All local authority areas are expected to implement the Common Assessment Framework (CAF).

The Safeguarding Vulnerable Groups Act 2006

The purpose of the Act is to restrict contact between children and vulnerable adults and those who might do them harm. Criminal records disclosures continue to be available to employers and voluntary bodies through a new scheme. The Disclosure and Barring (DBS) service retains two offences: it will continue to be an offence for a barred person to work with vulnerable groups in regulated activity roles; and it will also be an offence for an employer or voluntary organisation knowingly to employ a barred person in a regulated activity role.

GCG has in place a vetting procedure which is reflected in the current recruitment and selection policy detailed in the next section.

3. Definition - What is Child Abuse?

Please also see Appendix 2. It is not possible to give absolute definitions as to what constitutes all forms of child abuse. The following categories are taken from 'Working Together to Safeguard Children (2010)':

- Physical Abuse or Harm
- Emotional Abuse
- Sexual Abuse
- Neglect

It should be remembered that there are differing forms of abuse under these four recognised categories.

In addition, Organised or Multiple Abuse, Historical Abuse and Domestic abuse all come under the term 'child abuse'.

4. Child Safeguarding Procedures

4a Recruitment of Trustees

Prior to the appointment of any trustee, the following will be required:

- A letter of appointment signed by the prospective trustee, confirming their eligibility to be appointed as a trustee and confirming that there is no legal impediment preventing their appointment
- Completion of The Charity Commission's self-declaration form confirming the matters above.
- The agreement by the prospective trustee that they charity may undertake a DBS check and that any appointment is subject to a satisfactory result.

4b Recruitment of staff and volunteers

As an organisation we will ensure that before appointing new staff, students and volunteers undertaking a role at GCG, the following checks will be made:

For paid staff

- A minimum of 2 satisfactory references, one of which would normally be from a previous employer
- Documentary evidence checks of identity, residency and right to work
- Satisfactory completion of the probationary period
- A DBS check at the level relevant to the post

For volunteers and students

- Satisfactory completion of the probationary/initial training period
- A DBS if required by the role
- A minimum of 1 satisfactory reference

Depending on the role undertaken, paid staff (or volunteers if relevant) will be subject to a Standard, Enhanced, or Enhanced with barred list check with the Disclosure and Barring Service.

All staff and volunteers are required to read, accept and put into practice all the organisation's policies and procedures. These are set out in the Employee Handbook and the Volunteer Handbook(s). Copies of key policies such as Safeguarding, Confidentiality, Data Protection, and Health and Safety, are provided during induction and application and understanding of the policies is checked during supervision.

4c The Safeguarding Lead Responsibilities

GCG will designate a Safeguarding Lead who is responsible for the implementation of the Safeguarding Policy and Procedure. It is the Designated Safeguarding Lead who has overall responsibility for overseeing all matters concerning safeguarding and child protection.

The Designated Safeguarding Lead role includes:

- Obtaining information from staff, volunteers, students or other people who have concerns relating to the protection of children at risk of abuse, and to record this information.
- Assessing information quickly and carefully and asking for further information as appropriate.
- Consulting with statutory protection agencies e.g local children's services and police to clarify doubts or worries.

- Making referrals to the local children's' service contact centre, The Disclosure and Barring Service or the police without delay.
- Ensuring the contact information for relevant statutory and voluntary organisations is made available through GCG.
- Attending relevant training.

All paid staff, volunteers and students will be made aware of the Designated Safeguarding Lead and how to contact them (see details below). The Designated Safeguarding Lead will be supported in their role by the Board of Trustees of GCG.

4d Training for staff, volunteers and the Board of Trustees

GCG is committed to providing its staff, volunteers ,and Board of Trustees with appropriate levels of awareness and training in Safeguarding to enable them to carry out their duties effectively.

Our training will include

- Basic induction training including detailed information about this policy
- Awareness training
- Safeguarding training about specific areas of risk including, for example, county lines.

The level of training will depend on the role of the person in the organisation.

4e Staff support, supervision, and staff meetings

It is important that staff who deal with safeguarding and other stressful situations on a day to day basis get the support they need including an immediate debrief if necessary. As with other risk identification, safeguarding practice or concerns can be raised in supervision and team meetings to provide an opportunity to explore practice in a supportive environment.

4f Reporting Procedure – what to do if you suspect a child is being abused.

All paid staff and volunteers at GCG must be alert to the potential signs of abuse. Disclosure, or evidence for concern may occur in a number of ways including a comment made by a child at risk of abuse, physical evidence such as bruising, a change of behaviour or inappropriate behaviour or knowledge.

Any decision about whether to make a safeguarding referral should not be made by one person in isolation and should include discussion with your immediate supervisor or line manager.

Staff and volunteers should never feel that they cannot approach a supervisor or manager for advice as the protection and safety of the children and young people with whom we work is of paramount importance.

If there are allegations that staff, students, or volunteers may have abused children, the Designated Safeguarding Lead must be informed immediately.

Procedures for managing allegations against people who work with children, are set down in a later section.

Supervisors or Managers must ensure that all staff undertake safeguarding and child protection training as part of successfully completing their probationary period and in line with

their job description and level of responsibility. Staff must be encouraged to enhance their knowledge and personal development skills concerning safeguarding children by accessing training and information provided by external providers.

Pre-Referral:

A potential referral may be identified through a child/young person talking to a member of staff or volunteer. Information may also be received from known or anonymous third parties. Consideration should be given to partners involved – for example where referrals have been received from a school or other youth service, a first step could be to discuss the child or young person with them to ascertain a better understanding of the presenting issue(s). A manager will be able to advise the best course of action.

The decision about whether or not to refer should never be made by one person in isolation. It is the responsibility of the Designated Safeguarding Lead (DSL) to ensure that appropriate arrangements have been put in place for staff, volunteers and students to access advice and support when child protection and safeguarding concerns arise. Staff and volunteers should never feel inhibited to seek advice and guidance about concerns for a child's/young person's safety and well-being. It is the responsibility of staff and volunteers to bring such concerns to the notice of their line manager or supervisor, just as it is the line manager's responsibility to offer advice and guidance as to what action to take in response to such concerns.

Out of hours referrals:

Where concerns about a child's/young person's safety arise outside of normal working hours advice should be sought from your supervisor or manager and you should have their contact details with you. (See Lone and Remote Working Policy).

However, staff or students should never delay in taking action (including seeking medical advice) in emergency situations because the line manager is not available. If necessary, contact should be made in the first instance with the police, followed by an immediate referral to Starting Point.

Any such action should be recorded in writing and reported to the line manager at the first available opportunity.

Parents/carers should be notified where possible before making a referral about them or their child to another agency, unless to do so might contribute to placing that child/young person at risk of significant harm, or jeopardise any subsequent police/social care investigation.

It is good practice to inform a child/young person that a safeguarding referral concerning them is being made. Whether it is appropriate to do so in every case is, however, dependent on:

- The age and understanding of the child, and
- Whether such notification might contribute to placing that child/young person at risk of significant harm, or jeopardise any subsequent police/social care investigation.

Confidentiality

It is important to recognise that it is not easy for a child/young person to make a disclosure of abuse, ill treatment or neglect, and the consequences of such a disclosure are likely to have

profound effects on the child/young person and other family members. Therefore, it may be difficult for their agreement to be obtained for a referral to be made to statutory services.

All children and young people involved with GCG should be made aware that ***complete confidentiality will not be possible in instances of risk of significant harm to themselves or any other child, young person or vulnerable adult.***

If a child/young person has not consented to sharing information for the referral the worker needs to be clear, reasoned, and proportionate – with the support of a manager in making the referral / sharing information. The worker and manager will then consider how or if to explain this to the child or young person.

Any decision to breach, together with reasons for doing so, must be recorded on the file.

Any decision not to pass on information relating to a child requested under Section 47 or Section 17 of the Children Act 1989 to the police or children's services is a serious matter.

4g Making a Referral

The types of information you will be asked for include:

1. Names and date of birth of the child, carers or any other family members
2. Address and phone number of the child.
3. Day time address and phone number for parents/carers
4. Ethnic origin, religion and cultural background of the child, his/her family or carers.
5. Details of immediate or impending risk to the child
6. Details of any previous concerns or any relevant background information
7. The reason for your referral (including a description of any injuries observed, allegations made, discussions with the child or other person, details of any witnesses and dates/times/places of alleged incidents).
8. You might also be asked for your opinion about how the child and family will react to the referral, and any factors, which may place the child or others at further risk (for example where there is domestic violence).
9. If you do not have all this information, make a referral anyway. If you have concerns for a child it is always safest to make contact.

To report **Children's** safeguarding issues:

- Call Starting Point at Derby and Derbyshire Safeguarding Children Partnership – 01629 533190
- Or make an [online](#) referral (if non-urgent).

Other useful numbers:

NSPCC 24 hours 7 days per week 0808 800 5000

NSPCC means the National Society for the Prevention of Child Cruelty. It is a registered as a charity that advocate for the rights of children to protect them from all forms of cruelty.

Childline 24 hours 7 days per week 0800 1111

ChildLine is a free 24-hour counselling service for children and young people up to their 19th birthday in the UK provided by the NSPCC.

4h GCG referral procedures:

A telephone call to Starting Point at Derbyshire County Council is usually the first action when initiating a referral. It is appropriate and at times necessary to not only share information, but also to seek advice. A written record of who was spoken to, the content of the conversation, time and outcome of the conversation should be logged on the case file. This should be signed and dated by the member of staff.

The Referral Form to Children's Services needs to be completed by the person initiating the referral immediately following the verbal referral. It should be:

- Typed as it is an external document and typed information is easier to read and less open to interpretation.
- Clear in its recording of information, including differentiation between fact, opinion, third party information and allegation.
- Focussed on the needs of the child/young person.
- Countersigned and dated by Director or supervisor.
- Emailed to the relevant Children's Services immediately.

If Children's Services insist on the use of their LSCB Multi-Agency referral form, that form should be used. Copies of correspondence should be retained on the case records.

What happens after a referral has been made?

Once Children's Services have received the referral there may be a number of outcomes:

- No further action
- Re-direction to another agency
- The provision of services
- Fuller assessment of needs and circumstances of the child, which may be followed by Section 17 or Section 47 inquiries.

Care should be taken to ensure that all involvement, actions and outcomes concerning the protection and safeguarding of a child/young person are fully recorded, signed and dated on the case file.

Staff and volunteers may well be called to give evidence in court to justify what they have written in files. This means that all recording should be done carefully and thoughtfully. It should be clear from reading files when information is *factual*, when it is received from a *third party*, and when it is *opinion*.

Staff and students should make every effort to participate in strategy discussions or meetings with Children's Social Care in order to plan further child protection inquiries under Section 47 of the Children Act, 1989.

4i Serious Case Reviews

The vast majority of children and young people with whom we and other agencies work do not suffer significant harm. There are however exceptions, and children/young people do suffer serious injury, and in some instances death, which is preventable. In these circumstances the local authority is obligated to conduct a Serious Case Review.

4j Allegations against staff

Guidance for managing allegations against staff who work/or provide a service for GCG.

Many staff and volunteers live and work in the area we provide services so may know children and young people who use GCG's services. Contact with a child is therefore inappropriate when that child is only known by the adult via their work or volunteering at GCG. That is not to say other contact could not be scrutinised but that there is an understanding of how the organisation operates.

N.B. Staff should be aware that contact outside of their working arrangements between staff and children and young people is considered inappropriate. Overnight stays by children and young people in the homes of staff must not take place.

If you are aware of a member of staff who works for GCG and has:

- Behaved in a way that has harmed a child, or may have harmed a child;
- Possibly committed a criminal offence against or related to a child; or
- Behaved towards a child in a way that indicates s/he may be unsuitable to work with children they should refer their concerns to their Line Manager within GCG. The Line Manager should discuss their concerns with the Local Authority Designated Officer. All Local Authorities have a Local Authority Designated Officer (LADO) who works within Children's Services and must be alerted to all cases (from within any agency) in which it is alleged that a person who works with children has: behaved in a way that has harmed, or may have harmed, a child possibly committed a criminal offence against children, or related to a child behaved towards a child or children in a way that indicates s/he is unsuitable to work with children.

The LADO will provide advice, guidance and help to determine what procedures to follow. They also help co-ordinate information sharing with the right people and will monitor and track any investigation.

Less serious allegations:

In some instances, allegations may be made against a member of staff, which do not immediately fall into the category of significant harm but are nevertheless a cause for concern. Where this occurs, the appropriate Line Manager must be informed and the procedures outlined below must be followed. If following allegations against GCG staff a subsequent child protection investigation by Children's Social Care/ Police results in no further action, GCG may nevertheless still need to process the matter through internal Disciplinary or Capability procedures.

Primary consideration must be given to:

- Supporting the child or young person, the person making the allegation and the member of staff/volunteer involved.
- Reaching a decision about suspension without prejudice of the member of staff involved.
- If the member of staff has contact with children as part of their work with GCG all contact should stop and their suspension should be considered. Suspension should be seen as a neutral act which is designed both to protect children and the staff member concerned.

- Allegations against employees may also be raised through the Grievance, Concerns at Work or Representation and Complaints Procedures. They may also arise in Disciplinary Proceedings. If this is the case Child Protection Procedures must take precedence and other procedures will be suspended whilst the child protection investigation takes place. Staff raising concerns will be supported in line with the Whistle-Blowing Policy.

Substantiated Allegations

Where concerns are confirmed, GCG must pass relevant information to the appropriate regulatory and professional bodies.

Procedures.

Where a member of staff resigns prior to the conclusion of a child protection investigation or disciplinary action relating to a child protection issue, or is dismissed as a result of a child protection investigation or disciplinary action, it is good practice to consider completing the investigation/action and recording the findings on their personnel file.

5. Data Protection

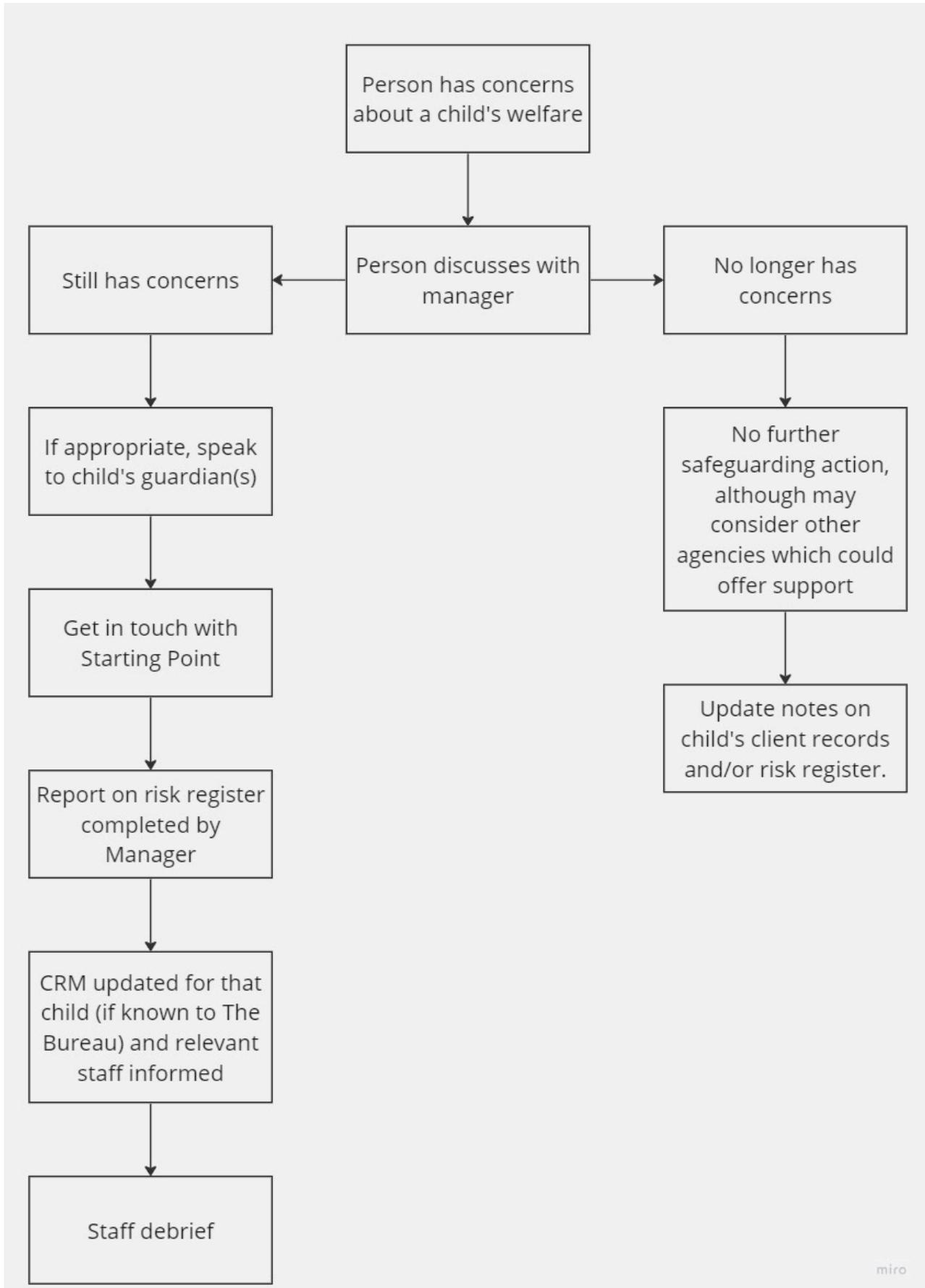
Compliance with the Data Protection Act is a pre-requisite to all our work. The Data Protection Policy gives guidance as to the exemption status of information concerning the protection and safeguarding of children.

6. Designated Safeguarding Leads

Key Internal Contacts

Designated Safeguarding Leads for GCG are: Helen Thornhill - Trustee and Chief Officer.
Helen@gamesleycommunitygroup.org

Appendix 1 – Process chart where there are concerns about a child's welfare



Appendix 2 - Recording: General Principles

The following are general principles to be followed to ensure accurate, detailed and clear records:

- All concerns about a child or young person must be fully recorded in writing on the child/young person's file, in a separate section marked 'Strictly Confidential'. This section should not be made available to the child or young person, as it may contain compromising information.
- Any entry made on a case file should be contemporaneous and should be signed and dated.
- Case files should only contain information relevant to a particular child/ family. The record should clearly state whether the information recorded is fact, third party information or professional opinion.
- Those supervising staff and students who are involved in child protection/ safeguarding children work should make regular and frequent checks to ensure that case recording is up to date. Case recording should be typed.

Appendix 2 - Definitions

Abusers:

Abuse and neglect are forms of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting, by those known to them or, more rarely, by a stranger, for example via the Internet. They may be abused by an adult or adults, or another child or children.

Physical abuse:

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing physical harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.

Emotional abuse:

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development:

It may involve conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person.

It may include not giving children opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate.

It may feature age- or developmentally-inappropriate expectations being imposed on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction.

It may involve seeing or hearing the ill treatment of another.

It may involve serious bullying (including cyber bullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children.

Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual abuse:

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (for example, rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, encouraging children to behave in sexually inappropriate ways, or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

Neglect:

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect may occur during

pregnancy as a result of maternal substance abuse. Once a child is born, neglect may involve a parent or carer failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care-givers); or
- Ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional need.

Organised or Multiple Abuse:

Organised or multiple abuse involves:

- Abuse involving one or more abusers and a number of related or unrelated abused children and young people.
- In some cases the abusers concerned are acting in concert to abuse children, sometimes acting in isolation, or they may be using an institutional framework or position of authority to recruit children for abuse.
- Organised and multiple abuse occur both as part of a network of abuse across family or community and within institutions such as residential homes or schools. Such abuse is profoundly traumatic for the children who become involved. Its investigation is time-consuming and demanding work requiring specialist skills from both police and social work staff.

[All of the above definitions are based on definitions from 'Working Together to Safeguard Children 2010]

Domestic Abuse/Violence:

Domestic Violence involves:

- Harm done to a person by another with whom that person has been, or still is, in a close relationship.
- The use of behaviour designed to misuse power and exercise control.
- Domestic violence can lead to physical, sexual, financial, psychological, verbal and emotional abuse within the living environment.

Appendix 3 - Glossary of Child Protection Terms

Local Safeguarding Children Boards (LSCBs)

The statutory body in each local authority responsible for bringing key agency representatives together for the planning, monitoring and implementing of safeguarding procedures in their area. In Manchester it is known as the Manchester Safeguarding Partnership.

Child in Need

A child shall be taken to be in need of protection if:

- She/he is suffering or likely to suffer from significant harm.
- Concerns about maltreatment may be the reason for referral to the Children's Services Department or concern may arise during the course of providing services to a family. In such circumstances, the Children's Services Department is obliged to consider initiating enquiries to find out what is happening to a child and whether action is taken to protect a child. This obligation is set out in Part V s47 of the Children Act 1989 (Protection of Children).
- A child defined by S17 (10) of the Children Act 1989 is entitled to the provision of services to promote their health and development and is unlikely to achieve or maintain or have the opportunity of achieving or maintaining a reasonable standard of health or development without the provision for her/him of services by a local authority Children's Services Department.
- Her/his health or development is likely to be significantly impaired without the provision for her/him of such services.
- She/he is disabled.

Initial Assessment

If, as a result of a Referral, there are indications that the child is a Child in Need, which may include concerns of Significant Harm, Children Social Care Services will conduct an Initial Assessment.

This is a brief assessment to determine whether the child is in need, the nature of any services required and whether a further, more detailed Core Assessment should be undertaken, including where necessary a Section 47 Enquiry.

The Initial Assessment should cover the areas set out in the Framework for the Assessment of Children in Need and their Families.

Strategy Discussion

If there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm, Children's Services should convene a strategy discussion. Depending on the nature of the child's needs and the urgency of the situation, this might take the form of an actual meeting or be a series of telephone conversations. The purpose of the strategy discussion is to agree whether to initiate s47 enquiries and as a consequence to commence or complete a core assessment. It is also to identify the relevant tasks and timescales for each involved professional and agency and agree what further help or support may be necessary.

Child Protection Conference

An interagency forum for gathering information about a child, making an assessment of current risk and planning what action is required to ensure their continued protection, including the possibility of admission to the Child Protection Register. A child protection conference should be convened (if the strategy discussion recommends such a course of action) within 15 days of the strategy discussion.

Child Protection Plan

The agreed plan of action arising from a Child Protection Conference and carried out by the named key worker and the core group.

Core Group

A small interagency group responsible to the Child Protection Case Conference for carrying out in practice the agreed Child Protection Plan. It will always involve the named key worker.

Development

A child's development is defined by S17 Children Act 1989 as including their physical, intellectual, emotional, social and behavioural development. This is intended to promote a holistic view of children and is relevant to whether the child is a child in need.

Harm

Includes physical harm and mental harm to a child's health and development.

Health

A child's health is defined by S17 Children Act (1989) as including their physical and mental health. It is intended to cover a wide definition and is relevant to deciding whether the child is a child in need.

Paramount Principle

The principle inherent in the Children Act 1989 that the child's welfare is the 'paramount consideration' in any court proceedings relating to the child.

Parent

Includes those with parental responsibility and any other adult with whom the child is living. Though the term is sometimes used to refer only to 'birth' parents, in law it has a much more general meaning. The key issue arising from the Children Act is that not all 'parents' carry the same degree of legal responsibility and authority.

Risk Assessment/Analysis

A formalised process for determining whether or not a particular child is at risk of significant harm. There are various models in use which measure both current and likely future risk as being a key issue

Risk to Children [formerly known as ‘Schedule 1 Offender’]

A person convicted of an offence against a child under Schedule 1 Children and Young Persons Act 1933. This includes murder, manslaughter, infanticide, incest, assault, sexual assault, neglect and cruelty.

Significant Harm

The Children Act 1989 introduced the concept of significant harm as the threshold that justifies compulsory intervention in family life in the best interests of children. There are no absolute criteria on which to rely when judging what constitutes significant harm.

Under S31(10) of the Act it states that “whether harm is significant depends on how the child’s health and development compares with that which could reasonably be expected of a ‘similar child’.”

This is intended to convey a sense of realism and to avoid comparison only with ‘perfect’ situations, which could not realistically be compared with a particular child’s circumstances.

MAPPA

Stands for: Multi Agency Public Protection Arrangements and provides a national framework in England and Wales for the assessment and management of risk posed by serious and violent offenders. This includes individuals who are considered to pose a risk, or potential risk, of harm to children. The arrangements impose statutory requirements on the police and probation services to make these arrangements under the Criminal Justice and Court Services Act of 2000, the Criminal Justice Act 2003.

Appendix 4 - Training Plan

This plan will be updated regularly. Most of GCG's Safeguarding Training will be through the Derbyshire Safeguarding Children Partnership or will be bought in to meet the training needs of the staff. Training can be through an online course as well as at an event.

GCG will also pay for NSPCC online courses (if relevant) here: [NSPCC elearning: online courses | NSPCC Learning](#)

Examples of training available from the NSPCC include: child protection in schools/sport and physical activity, mental health and wellbeing safeguarding, safeguarding 16-25 year olds, safeguarding children with SEND and many others.

	Current offer	Course	Frequency
Training for new and existing staff	Derby and Derbyshire Safeguarding Children Partnership	Introduction to Safeguarding – Keeping Children Safe	On appointment and annually
		Child Exploitation: Module 1 – Child Criminal Exploitation	Optional
		Child Exploitation: Module 2 – Child Sexual Exploitation	Optional
		Child Exploitation: Module 3 – Risks in the Community	Optional
		Child Exploitation: Module 4 – Modern Slavery and Child Trafficking	Optional
Trustees	NCVO (Trustee Induction) NSPCC	Safeguarding Training for Charity Trustees	On appointment
Volunteers	Any of the above if appropriate		